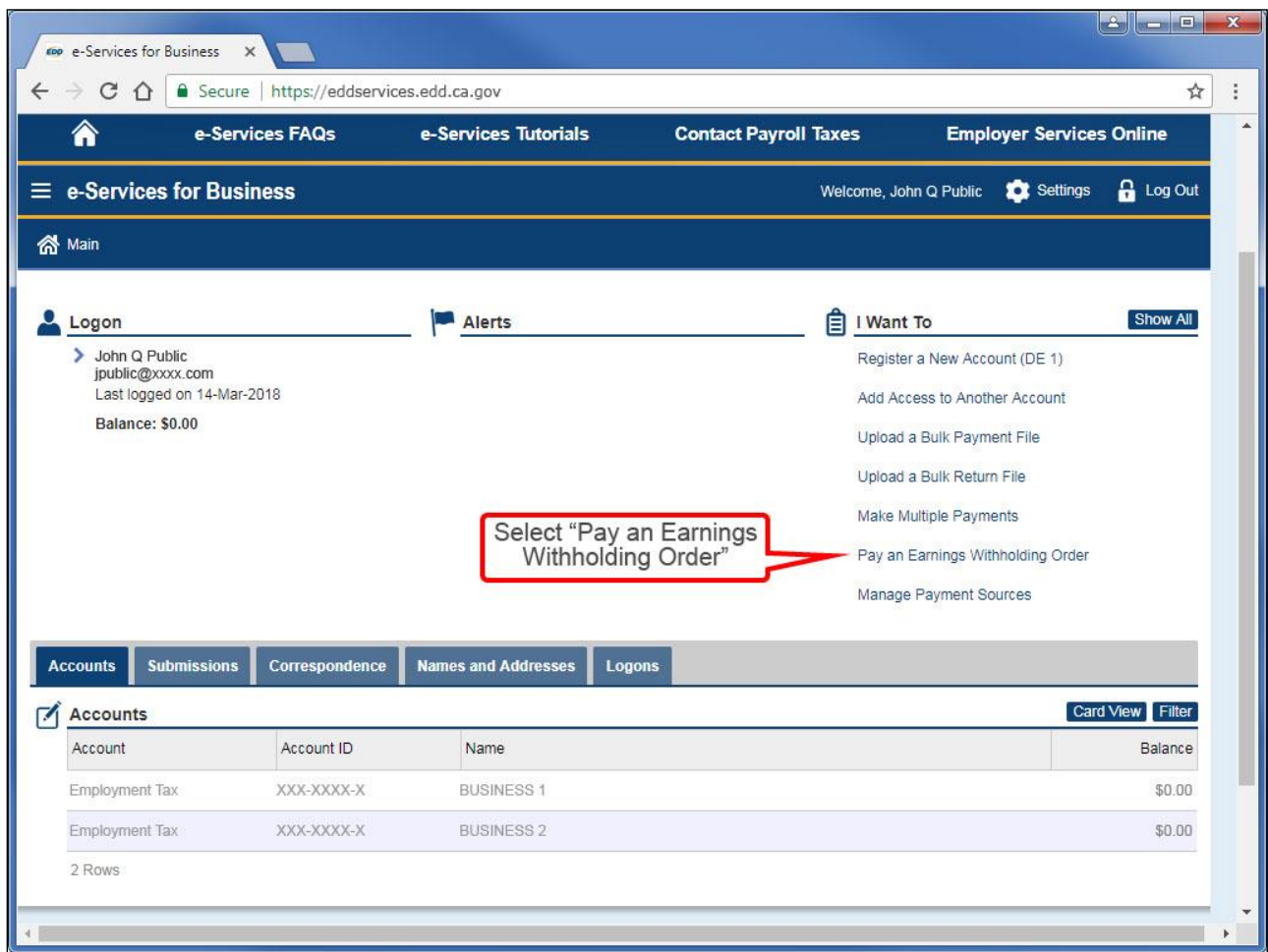


# I Want to Pay an Earnings Withholding Order

## Slide notes

This tutorial was developed by the California Employment Development Department (EDD) to assist you with navigating through e-Services for Business.

This tutorial will show you how to pay an Earnings Withholding Order.



## Slide notes

To pay an Earnings Withholding Order, we will begin at the e-Services for Business home page. Select the “Pay an Earnings Withholding Order” link from the “I Want To” menu.

e-Services for Business X

Secure | https://eddservices.edd.ca.gov

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Main Welcome, John Q Public Settings Log Out

Main > Employees with Active Earnings Withholding Orders

Employees with Active Earnings Withholding Orders [Filter](#)

SSN	Name	Balance
xxx-xx-xxxx	JANE PUBLIC	\$10000.00
xxx-xx-xxxx	JOHN SMITH	\$5000.00

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### Slide notes

This page lists the name(s) of employee(s) with active Earnings Withholding Orders. Select the “Balance” link to the right of the name of the employee you would like to make a direct payment for. If the name of the employee is not listed, select the "Filter" link and enter the name or social security number of the employee. For this example, we select to pay the balance for “Jane Public.”

**Make a Payment**

If you have an ACH debit block on your bank account, you must inform your bank of the EDD's company identification number, 2282533055 to avoid your payment being rejected.

**Important:** ACH Debit electronically debits your bank account. Payments submitted before 3 p.m., Pacific Time, Monday-Friday (except holidays) will have an effective date of the next business day.

Payment Source	Payment
Bank Account Type Checking	Bank Debit Date 23-May-2018
Routing Number 121042882	Amount 100.00
Bank Name WELLS FARGO BANK NA	Confirm Amount 100.00
Account Number 123456	
Confirm Account Number 123456	

Select "Next"

Desktop | Mobile

## Slide notes

In the "Payment Source" section, select either checking or savings from the "Bank Account Type" drop down menu. Enter the correct routing number, account number, and then re-enter the account number in the "Confirm Account Number" field. In the "Payment" section, enter the bank debit date, amount of payment, and then re-enter the amount of payment. When completed, select "Next" to continue.

e-Services for Business X

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Main

Welcome, John Q Public Log Out

Main > Employees with Active Earnings Withholding Orders > Payment

1. Payment Information 2. Declaration

### Declaration

**Declaration Information**

I declare that the information herein is true and correct to the best of my knowledge.

First Name JOHN

Last Name PUBLIC

Title OWNER

Phone 555-555-5555

Email johnqpublic@xxxx.com

Select "Submit"

< Previous Submit

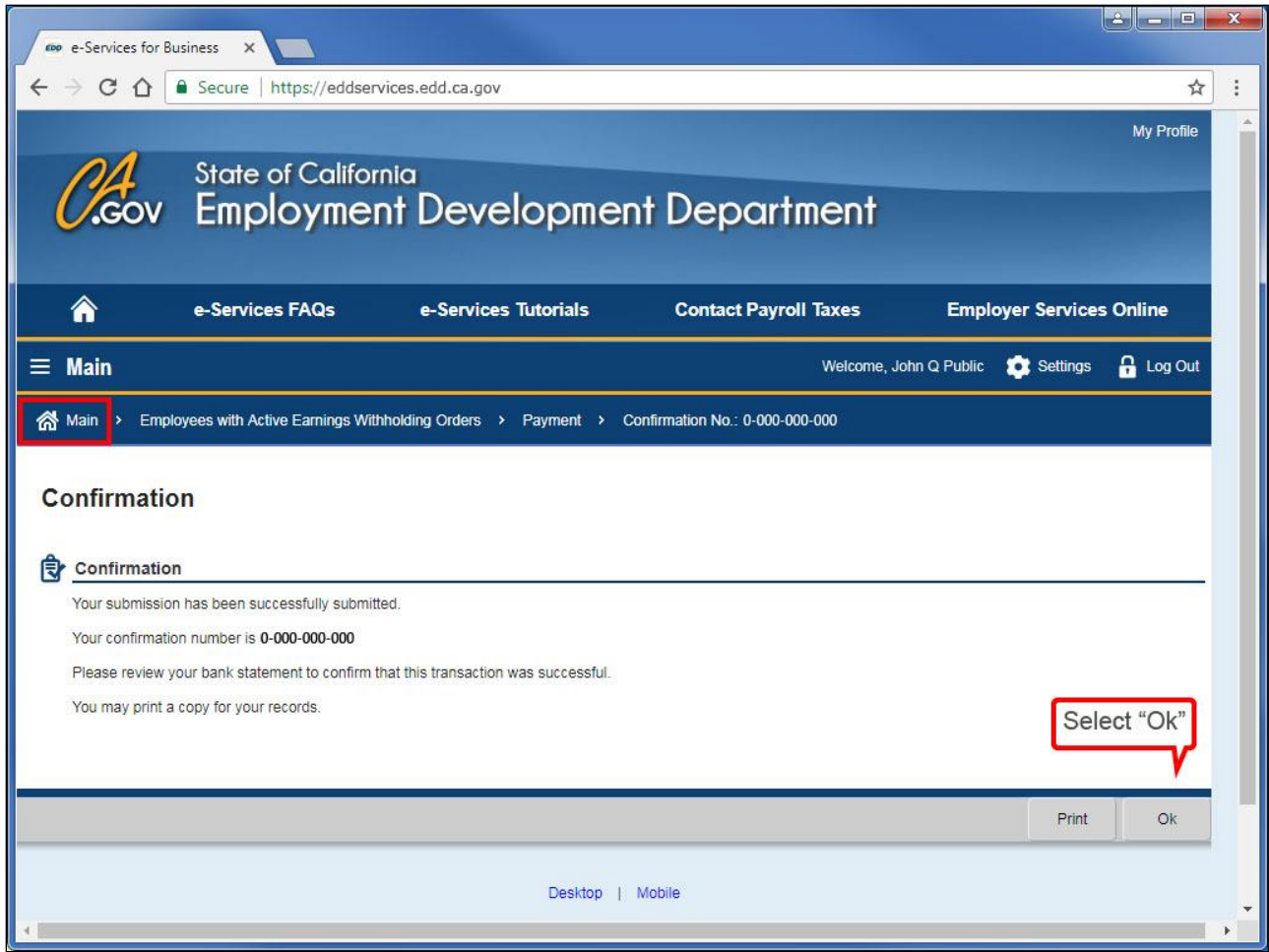
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## Slide notes

You must complete the "Declaration Information" page. On this page, you declare that the information herein is true and correct. When the information is completed, select "Submit".



## Slide notes

Here is your confirmation number for the payment you submitted. You can print a copy for your records and then select "Ok" to continue with making additional payment(s) for Earnings Withholding Order or select "Main" to return to the e-Services for Business home page.

Other Resources  
[www.edd.ca.gov](http://www.edd.ca.gov)

Taxpayer Assistance Center  
1-888-745-3886

**Slide notes**

Thank you for taking the time to watch this tutorial on how to pay an Earnings Withholding Order.

Be sure to view our other tutorials demonstrating how to file a return, make a payment, and the many other actions available in e-Services for Business.

Other resources are available at [www.edd.ca.gov](http://www.edd.ca.gov) or by calling the Taxpayer Assistance Center at 1-888-745-3886.